

# ICPC Record

## Introduction

The ICPC Record is created by the approval (with an Accepted decision) of an ICPC Referral. The ICPC Referral can be created by either county workers or ICPC staff. The referrals will be forwarded by the county workers to the ICPC staff. ICPC Staff can either accept or deny the referral. ICPC staff along with county staff continues documentation of the work specific to the ICPC workflow on the ICPC Record.

## Related User Guides:

[ICPC Referral](#)

[Imaging Person](#)

The screenshot shows the 'eWiSACWIS' web application running in Internet Explorer. The page title is 'ICPC Record - Internet Explorer'. The application header includes the 'eWiSACWIS' logo and navigation links for 'Print', 'Spell Check', 'Help', and a question mark icon.

**Child Information**

Child: [Cleaver, Theodore \(9228002\)](#) Type of Care: Unlicensed Relative (not parent) ☐ Adoption  
Birth Date: 05/28/2008 Age: 9 Gender: Male ICPC Record ID: 8000288  
Case: [Cleaver, Theodore \(9223253\)](#) Parent 1: [Cleaver, June \(9228001\)](#) Parent 2: [Cleaver, Ward \(9228004\)](#)

**Referral Detail** | Home Study Recommendation | Request for Reconsideration | Child Placement | Supervision Reports | Record Closure

**ICPC Referral Detail**

Regulation Type: Regulation 7 - Expedited Placement Decision Sending State: WI Receiving State: CA  
Assigned Entity: Tuolumne County  
Placement Resource: Haskell, Eddie Placement Relationship to child: Adult Uncle  
Date Received: 00/00/0000 Date Sent: 06/06/2017 ICPC Referral Decision: Accepted ICPC Referral ID: 8000000  
Legal Status: Court Jurisdiction Only New Legal Status:   
Planning Responsibility: DMCPs-Admin  
Planning Responsibility Address: 635 N. 26th Street, Milwaukee, WI, 53233, Phone: (414)220-7233, Email: email@email.com  
Financial Responsibility: DMCPs-Admin  
Financial Responsibility Address: 635 N. 26th Street, Milwaukee, WI, 53233, Phone: (414)220-7233, Email: email@email.com  
Placement Resource Address: 789 Next St., Milwaukee, WI, 53201

**Sibling Information at Time of Referral**

☒ Child has Siblings

Name of Sibling	Placement Resource	Placement State	Sibling Type
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Save Close

100%

1. The Referral Detail tab displays data from the ICPC Referral that created the ICPC Record. Only ICPC Records created after June 16, 2017 will be linked to the ICPC Referrals. The ICPC Records created on or before June 16, 2017 will not be linked to an ICPC Referral and will have different functionality for some fields.

The screenshot shows the eWiSACWIS web application in Internet Explorer. The title bar reads "ICPC Record - Internet Explorer". The page header features the "eWiSACWIS" logo and navigation links for Print, Spell Check, and Help. The main content area is divided into several sections:

- Child Information:** Displays details for "Cleave, Theodore (9228002)". Fields include Birth Date (05/28/2008), Age (9), Gender (Male), Type of Care (Unlicensed Relative (not parent)), and ICPC Record ID (8000288). Parents listed are "Cleave, June (9228001)" and "Cleave, Ward (9228004)".
- Referral Detail Tab:** This tab is active, showing the "ICPC Referral Detail". It includes:
  - Regulation Type: "Regulation 7 - Expedited Placement Decision"
  - Sending State: "WI", Receiving State: "CA"
  - Assigned Entity: "Tuolumne County"
  - Placement Resource: "Haskell, Eddie"
  - Placement Relationship to child: "Adult Uncle"
  - Date Received: "00/00/0000", Date Sent: "06/06/2017"
  - ICPC Referral Decision: "Accepted", ICPC Referral ID: "8000000"
  - Legal Status: "Court Jurisdiction Only"
  - Planning Responsibility: "DMCPS-Admin"
  - Financial Responsibility: "DMCPS-Admin"
  - Placement Resource Address: "789 Next St., Milwaukee, WI, 53201"
- Sibling Information at Time of Referral:** A checkbox "Child has Siblings" is checked. Below it is a table:
 

Name of Sibling	Placement Resource	Placement State	Sibling Type	
Cleave, Wally (9228003)				Delete

At the bottom right of the form are "Save" and "Close" buttons. The browser status bar shows "100%" zoom.

2. The Date Received field is an editable date field when the record is not linked to an ICPC Referral.
3. The Date Sent field prefills with the Decision Date from the ICPC Referral.
4. If the child has siblings, as identified on the Participants tab of the ICPC referral and/or recorded on the Maintain Case page, the checkbox will be automatically checked and the names will be listed. If additional siblings need to be documented, that can be done on the Maintain Case page. If this checkbox is unchecked, a message displays "Unchecking the Child has Siblings checkbox deletes all siblings listed on the ICPC Record. Do you want to delete all siblings from the ICPC Record?"

- Each sibling row is associated with a Delete hyperlink if only one of the individuals needs to be deleted.
5. The 'Placement Resource', 'Placement State' and 'Sibling Type' are all user entered fields.
  6. Each sibling row is associated with a Delete hyperlink.
  7. The Home Study Recommendation tab displays data elements needed to document the process associated with the Home Study and ICPC Decision on whether placement may be approved or denied.

**Note:** When Wisconsin is the Sending State, the ICPC Specialists will document information on this page. When Wisconsin is the Receiving State, the case worker is responsible for documentation on this page.

The screenshot displays the eWiSACWIS UAT web application interface. The browser window title is "ICPC Record - Internet Explorer". The application header includes the "eWiSACWIS UAT" logo and navigation links for "Resource", "Print", "Spell Check", and "Help".

The main content area is titled "Child Information" and contains the following details:

- Child: [Cleaver, Theodore \(9228002\)](#)
- Birth Date: 05/28/2008
- Case: [Cleaver, Theodore \(9223253\)](#)
- Type of Care: Unlicensed Relative (not parent)
- Age: 9 Gender: Male
- Parent 1: [Cleaver, June \(9228001\)](#)
- Parent 2: [Cleaver, Ward \(9228004\)](#)
- Adoption: ☐
- ICPC Record ID: 8000288

Below the child information is a tabbed interface with the following tabs: "Referral Detail", "Home Study Recommendation" (selected), "Request for Reconsideration", "Child Placement", "Supervision Reports", and "Record Closure".

The "Home Study Recommendation" tab is active, showing the "Home Study Recommendation and ICPC Decision" section. This section includes a "Completed" checkbox and the following information:

- Home Study Information
- Regulation type: Regulation 1 - Relocation of Family Units
- Home Study Due Date:
- Home Study Sent Date:
- Last Home Study Update Received: [View](#)
- Last ICPC Home Study Update Comments:
- Links: [More...](#), [Less..](#), [Default](#)

Below the home study information is the "License Information" section, which includes:

- Licensee Names:
- Type of License:
- Level of Care:
- License Received On:
- License Effective From:
- License Effective To:
- Link: [Imaging Search](#)
- Buttons: [Insert](#), [Save](#), [Close](#)

The bottom of the browser window shows a zoom level of 100%.

8. The Home Study Due Date and the Home Study Sent Date fields are entered by ICPC staff.

9. The Last Home Study Update Received field is prefilled from the date of the most recently documented Home Study from the Home Study Update History page. It is associated with an Edit/View hyperlink ('Edit' for ICPC staff and 'View' for County Staff) which brings the user to the Home Study Update History page. This is where the ICPC staff will document any correspondence regarding the Home Study. County staff have the ability to view the history pop-up page.

The screenshot shows a web browser window titled "Home Study Update History -- Webpage Dialog". The page header features the "eWiSACWIS" logo and navigation links for Print, Spell Check, and Help. The main content area is divided into two sections. The first section, "ICPC Record Information", displays details for a child named Cleaver, Theodore (9228002), who is an Unlicensed Relative (not parent). It also lists Parent 1 as Cleaver, June (9228001) and Parent 2 as Cleaver, Ward (9228004). The ICPC Record ID is 8000288, and the Case is Cleaver, Theodore (9223253). The second section, "Home Study Update History", contains a form for updating the record. It includes fields for "Updated on:" and "Updated By:", a "Date Update Received:" field with a date picker set to 00/00/0000, and a large text area for "ICPC Home Study Update Comments:". An "Insert" button is located to the right of the comments text area. At the bottom right of the form, there are "Save" and "Close" buttons.

ICPC Record Information		
Child: <a href="#">Cleaver, Theodore (9228002)</a>	Type of Care: Unlicensed Relative (not parent)	ICPC Record ID: 8000288
Parent 1: <a href="#">Cleaver, June (9228001)</a>	Parent 2: <a href="#">Cleaver, Ward (9228004)</a>	Case: <a href="#">Cleaver, Theodore (9223253)</a>

Home Study Update History	
Updated on:	Updated By:
Date Update Received: 00/00/0000	
ICPC Home Study Update Comments:	
<div></div>	
<div>Insert</div>	

Save Close

**Home Study Information**

Regulation type: Regulation 7 - Expedited Placement Decision Home Study Due Date: 00/00/0000 Home Study Sent Date: 00/00/0000

Last Home Study Update Received : 12/05/2016 [Edit](#)

Last ICPC Home Study Update Comments:

Narrative

[More...](#) [Less...](#) [Default](#)

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**License Information**

Licensee Names:

Type of License:

Level of Care:  License Received On: 00/00/0000

License Effective From: License Effective To: [Imaging Search](#)

[Insert](#)

10. The Last ICPC Home Study Update Comments box is prefilled from the narrative of the most recently documented Home Study from the Home study Update History page.
11. In the License Information group box complete the Licensee Names, Type of License, Level of Care, and License Received On fields.
12. Click on the Imaging Search hyperlink to launch the imaging search page and choose the appropriate license image for this provider. The License Effective From and To dates are prefilled from the associated imaging page of the license.

Please upload an image of the completed home study. The SAFE Home study is not required for parent/relative home studies, but is encouraged if the relative of the child will be licensed as a foster home in the future.

Home Study Date

[Delete](#) [Imaging Search](#)

[Insert](#)

Agency Placement Recommendation:  Recommendation Date: 00/00/0000

Please comment on any concerns or important information to note about this home study.

[More...](#) [Less...](#) [Default](#)

13. Complete the narrative box after uploading the Home Study image.

**Note:** When a Home Study is uploaded contact the assigned ICPC Specialist.

ICPC Record - Internet Explorer

**eWiSACWIS** Print Spell Check Help

**Child Information**

Child: [Cleaver, Theodore \(9228002\)](#) Type of Care: Unlicensed Relative (not parent) ☐ Adoption  
 Birth Date: 05/28/2008 Age: 9 Gender: Male ICPC Record ID: 8000288  
 Case: [Cleaver, Theodore \(9223253\)](#) Parent 1: [Cleaver, June \(9228001\)](#) Parent 2: [Cleaver, Ward \(9228004\)](#)

Referral Detail Home Study Recommendation Request for Reconsideration Child Placement Supervision Reports Record Closure

**ICPC Decision**

Placement Decision:  Decision Detail:  
 Decision Date: 00/00/0000  
 Please enter comments on the decision made:

[More...](#) [Less...](#) [Default](#)

**Documentation**

Please upload an image of the 100A that has been signed by the receiving state and any other related information.

Type	Date Sent/Received
<input type="text"/>	<a href="#">Delete</a>

[Insert](#)

[Save](#) [Close](#)

100%

- In the Documentation group box, the State ICPC specialist will make sure to upload the 100A that has been signed by the receiving state.

15. The Request for Reconsideration tab is used to document requests to reconsider the ICPC Decision. County workers have view only access to this tab.

**Note:** If a request for consideration is needed, contact the assigned ICPC Specialist. They will walk you through the process and they will document information on this page.

The screenshot displays the eWiSACWIS web application interface within an Internet Explorer browser window. The title bar reads "ICPC Record - Internet Explorer". The application header includes the "eWiSACWIS" logo and navigation links for "Print", "Spell Check", "ABC", and "Help".

The main content area is divided into two sections. The top section, "Child Information", contains the following data:

- Child: [Cleaver, Theodore \(9228002\)](#)
- Birth Date: 05/28/2008
- Case: [Cleaver, Theodore \(9223253\)](#)
- Type of Care: Unlicensed Relative (not parent)
- Age: 9 Gender: Male
- Parent 1: [Cleaver, June \(9228001\)](#)
- Adoption: ☐
- ICPC Record ID: 8000288
- Parent 2: [Cleaver, Ward \(9228004\)](#)

The bottom section features a tabbed interface with the following tabs: "Referral Detail", "Home Study Recommendation", "Request for Reconsideration" (which is the active tab), "Child Placement", "Supervision Reports", and "Record Closure".

The "Request for Reconsideration" tab contains a form with the following fields:

- Date of Request:
- Request Type:
- Regulation Type:
- Type of Care:
- Decision Date:
- Is this placement for the purposes of Adoption?:
- Reconsideration Decision:
- Completed: ☐

Below the form is a "Documentation" section with the following text:

A request for consideration of a placement denial requires a new 100A form and a new Financial/Medical form for the child. Please upload these updated forms below. Documentation with information supporting your reason for the request, as well as a cover letter with the formal Request is also required to be uploaded below.

The documentation section includes a table with the following columns:

Type	Date Sent/Received
<input type="text" value=""/>	<input type="text" value=""/>

An "Insert" button is located at the bottom right of the documentation section.

At the bottom of the page, there are "Save" and "Close" buttons. The browser status bar at the bottom right shows "100%" zoom.

16. The Child Placement tab provides the worker with a functionality to document the child's ICPC placement(s). The fields in the Child Placement Notification group box are all user editable.

**Note:** When Wisconsin is the Receiving State, the ICPC Specialists will document information on this page. When Wisconsin is the Sending State, the case worker is responsible for documentation on this page. This does not replace requirements for entering placement documentation and does not generate a placement strip or any related financial work for the child.

The screenshot shows the eWiSACWIS web application in an Internet Explorer browser window. The title bar reads "ICPC Record - Internet Explorer". The application header includes the "eWiSACWIS" logo and navigation links for "Print", "Spell Check", "ABC", and "Help".

The main content area is divided into several sections:

- Child Information:** Contains fields for Child (Cleaver, Theodore (9228002)), Birth Date (05/28/2008), Case (Cleaver, Theodore (9223253)), Type of Care (Unlicensed Relative (not parent)), Age (9), Gender (Male), ICPC Record ID (8000288), Parent 1 (Cleaver, June (9228001)), and Parent 2 (Cleaver, Ward (9228004)). There is also an "Adoption" checkbox.
- Navigation Tabs:** Referral Detail, Home Study Recommendation, Request for Reconsideration, **Child Placement** (selected), Supervision Reports, and Record Closure.
- Child Placement Notification:** This section includes a "Completed" checkbox and a "Date child placed in receiving state" field (00/00/0000) with a "This is initial placement of child in receiving state" checkbox. It also has a "Placement End date" field (00/00/0000), a "Placement Resource Name" field, a "Type of Care" dropdown, and a "C/O:" field. Below these are fields for "Street", "Apt.", "WI City" (dropdown), "City", "State" (dropdown), "ZIP", "Country" (United States dropdown), "Phone", "Ext", "Fax", and "E-Mail".
- Documentation:** A section with the instruction "Please upload appropriate documentation, including a copy of the 100B form." It contains a table with columns "Type" and "Date Sent/Received". The "Type" column has a dropdown menu. A "Delete" link is present next to the first row. An "Insert" button is at the bottom right of this section.
- Approval/Signature of agency sending information:** Fields for "Coke, Caitlin M., III" and "Date" (00/00/0000).
- WI Central Office Approver ICPC:** Fields for the approver's name and "Date" (00/00/0000).

At the bottom right of the form, there are "Insert", "Save", and "Close" buttons. The browser status bar at the very bottom shows "100%" zoom.

17. The Date the child was placed in receiving state field should be the date that particular placement began. If this is the initial placement in the receiving state, then check the “This is initial placement of child in receiving state” checkbox.
18. Complete the “Placement Resource Name” field and associated address fields.
19. The documentation group box is where each of the subsequent 100B forms should be documented for this ICPC record. The Type dropdown field is associated with two values: 100B and Other. The Date Sent/Received prefills from the Date of Document on the associated Imaging Page.
20. The Approval/Signature of Agency sending information field and the associated Date field are user editable. These fields are disabled and system prefilled with the name of the worker who sent the ICPC Referral when Wisconsin is the Sending State.
21. The Insert button at the bottom of the page will insert a new repeating group starting with “Date child placed in” and finishing with the Approval Date to allow for documentation of subsequent ICPC placements for the child.

ICPC Record - Internet Explorer

**eWiSACWIS** UAT

Resource Print Spell Check Help

**Child Information**

Child: [Cleaver, Theodore \(9228002\)](#) Type of Care: Unlicensed Relative (not parent) ☐ Adoption  
 Birth Date: 05/28/2008 Age: 9 Gender: Male ICPC Record ID: 8000288  
 Case: [Cleaver, Theodore \(9223253\)](#) Parent 1: [Cleaver, June \(9228001\)](#) Parent 2: [Cleaver, Ward \(9228004\)](#)

Referral Detail Home Study Recommendation Request for Reconsideration Child Placement **Supervision Reports** Record Closure

**Supervision Reports**

☐ Completed

Requested Report Frequency:

Report Detail:

**Documentation**

Please upload Supervision Report (DCF-F-CFS 2336 E) and any supporting documents.

Type	Date Sent/Received	
<input type="text"/>		<a href="#">Delete</a>

[Insert](#)

Recommendation:

Recommendation Narrative:

[Save](#) [Close](#)

100%

22. The Supervision Reports should be uploaded in the Documentation group box. The 'Type' field indicates the type of document that the associated image is; either 'Supervision Report' or 'Other'. The Insert button inserts a new row so that additional documents may be associated with this ICPC record.

**Note:** When Wisconsin is the Sending State, the ICPC Specialists will document information on this page. When Wisconsin is the Receiving State, the case worker is responsible for documentation on this page.

23. The Record Closure tab displays detail related to the closure of the ICPC Record. In addition to being able to document the closure date and reason, narrative, and related documentation.

**Note:** When Wisconsin is the Sending State, the ICPC Specialist will document information on this page. When Wisconsin is the Receiving State, the case worker is responsible for documentation on this page. The ICPC Record must be closed before closing a case in eWiSACWIS. If the placement has ended and the ICPC Record must be closed, contact the assigned ICPC Specialist so that they may close the record.

24. Fill in the required fields and select the Save button. Based on the selection made, different fields become required.

The screenshot shows the 'eWiSACWIS' web application interface in Internet Explorer. The top navigation bar includes 'Resource', 'Print', 'Spell Check', and 'Help'. The main content area is titled 'ICPC Record Closure' and contains several sections:

- Child Information:** Fields for Child (Cleaver, Theodore (9228002)), Birth Date (05/28/2008), Case (Cleaver, Theodore (9223253)), Type of Care (Unlicensed Relative (not parent)), Age (9), Gender (Male), Adoption checkbox, ICPC Record ID (8000288), Parent 1 (Cleaver, June (9228001)), and Parent 2 (Cleaver, Ward (9228004)).
- Referral Detail, Home Study Recommendation, Request for Reconsideration, Child Placement, Supervision Reports, Record Closure:** A series of tabs at the top of the main content area.
- ICPC Record Closure:** Fields for Final Placement Closure Date (06/01/2017), Placement Closure Reason (Adoption Finalized in Sending State), Detail (text area), and Date Adoption Finalized (00/00/0000).
- Documentation:** A section with instructions to upload 100B and court documentation. It includes a table with columns 'Type' and 'Date Sent/Received'. The 'Type' dropdown is set to '100B'. There are links for 'Delete' and 'Imaging Search'. An 'Insert' button is at the bottom right of this section.
- Detail...** A large text area for explaining the reason for the placement ending.
- ICPC Record Closure Date:** A field with the value 00/00/0000.

At the bottom right, there are 'Save' and 'Close' buttons. The status bar at the bottom shows '100%' zoom.

25. In the Documentation group box, upload the required documents based on the closure reason. The Date Sent/Received date prefills with the Date of Document from the associated image.

26. The Historic tab displays ICPC detail documented on the ICPC Records created on or before June 16, 2017. All fields on the tab are static text and not editable.

**ICPC Record**  
**eWiSACWIS**

Print Spell Check Help

**Child Information**  
Child: [Allen, Angie \(9222356\)](#) Type of Care: Foster Care ☐ Adoption  
Birth Date: 05/05/2005 Age: 11 Gender: Female ICPC Record ID: 10002345678890  
Case: [Allen, Angie \(9012345\)](#) Parent 1: [Allen, Sarah S. \(12345678\)](#) Parent 2: [Allen, Pat E. \(87654321\)](#)

Referral Detail Home Study Recommendation Request for Reconsideration Child Placement Supervision Reports Record Closure **Historic**

**Placement Information**  
Receiving State: WI Sending State: CA Placement Type: Parent Home ☐ IV-E Eligible  
Assigned County/Tribe: Milwaukee County Agency/Tribe: Narrative text  
C/A Other: Narrative text C/A Worker: Narrative text C/A Unit: Narrative text  
Planning Responsibility: Other Other: Sacramento DHHS  
Financial Responsibility: Other F/R Other: Sacramento DHHS  
F/R Worker: Narrative text F/R Unit: 916-875-6110  
Placement Resource: Narrative text Relationship: Mother  
Street: 6651 N 85th Street Apt:  
WI City:  
City: Milwaukee State: WI Zip: 53224  
Legal Status: Sending Agency Custody/Guardianship Tribal Resource Used:

**Referral Information**  
100-A Received: 11/19/2015 Request Forwarded: 11/25/2015 100-A Approved: 00/00/0000 100-A Denied: 00/00/0000  
100-B Received: 00/00/0000 Placement Date: 00/00/0000 ☐ Reg 1 ☐ Reg 7

Save Close

**ICPC Record**  
**eWiSACWIS**

Print Spell Check Help


**Child Information**  
Child: [Allen, Angie \(9222356\)](#) Type of Care: Foster Care ☐ Adoption  
Birth Date: 05/05/2005 Age: 11 Gender: Female ICPC Record ID: 10002345678890  
Case: [Allen, Angie \(9012345\)](#) Parent 1: [Allen, Sarah S. \(12345678\)](#) Parent 2: [Allen, Pat E. \(87654321\)](#)

Referral Detail Home Study Recommendation Request for Reconsideration Child Placement Supervision Reports Record Closure **Historic**


**Referral Information**  
100-A Received: 11/19/2015 Request Forwarded: 11/25/2015 100-A Approved: 00/00/0000 100-A Denied: 00/00/0000  
100-B Received: 00/00/0000 Placement Date: 00/00/0000 ☐ Reg 1 ☐ Reg 7  
Date Closed: 00/00/0000 Reason Closed:  
Notes: ID\_WRK=8018172 CD\_WRK\_TYPE=144 CD\_QTYPE="PC"  
[More...](#) [Less...](#) [Default](#)  
SS Request Sent: 00/00/0000 RS Confirmed Receipt: 00/00/0000 Additional Info Requested: 00/00/0000 Additional Info Received: 00/00/0000  
Extension Requested: 00/00/0000  
Report Received: 00/00/0000 Report Sent: 00/00/0000 SS Report Confirmed: 00/00/0000 Provisional Approval: 00/00/0000  
Home Study Received: 00/00/0000 Home Study Sent: 00/00/0000 SS Home Study Confirmed: 00/00/0000





**Sibling Information at Time of Referral**  
☐ Child has Siblings  
Name of Sibling Placement Resource State Sibling Type


Save Close


 [Burr, Sally \( 9223073 \)](#) [Actions](#)


CPS Family - Ongoing 01/29/2016 Corn, Conn C., Jr. BMCW-IA 1


 Access Reports


-  [01/05/2017 ICPC Referral Screen In Smith, Baby State](#)
-  [12/20/2016 ICPC Referral Screen Out Anderson, Baby State](#)
-  [11/05/2016 ICPC Referral Screen Out Anderson, Baby State](#)
-  [11/05/2016 ICPC Referral Screen Out Anderson, Baby State](#)


 Agreements and Notices


 Assessment


 Assets and Income


 Assignment





 Background Checks


 Case/Permanency Plan


 Education


 Eligibility


 ICPC


-  [ICPC Record 1234567 01/05/2017 Smith, Baby Wilson, Brian](#)  
Foster Home (Non – Relative)
-  [ICPC Referral 9201215](#)  
12/19/2016
-  [ICPC Record 9201212 12/15/2016 Burr, Wilbur Wilson, Brian](#)  
Unlicensed Relative (Non-Parent)
-  [ICPC Referral 9201213](#)  
12/05/2016


 Legal


 Placements

 Planning

 Related People

 Safety

 Serious Incident Notification

 Services

## Automated Messages

### Out of State Placement

<b>Title</b>	Out of State Placement
<b>Purpose:</b>	To inform the provider worker that a child has been placed in an Out of Home Placement with the Service Type of Out of State Placement.
<b>Description:</b>	This message is created when an Out of State placement is documented for a child.
<b>Subject:</b>	New Out of State Placement
<b>To:</b>	Primary worker assigned to the provider where the child has just been placed, as well as any worker with a Job Class of ICPC specialist that also has an assignment to the case.
<b>Message:</b>	A new Out of State placement has been created with provider {PRVD_NAME_PRVD_ID} with a begin date of {EPISODE_DT_BGN} for {CURRENT_PLACEMENT_CHILD_NAME} in case {CASE_ID}.
<b>Processing:</b>	<p>This message is created by final approval of an Out of State placement when launched from the OHP with the Service type of Out of State Placement page.</p> <ul style="list-style-type: none"> <li>Upon successful save of the “Out of Home Placement” with final approval, the “Out of State Placement has been created” automated message will be triggered when the following is true: <ul style="list-style-type: none"> <li>The save indicates final approval and the OHP has a Service Type that belongs to the new reference group of ‘ICPCOOST’</li> </ul> </li> </ul>

### Out of State Placement Ending

<b>Title</b>	Out of State Placement Ending
<b>Purpose:</b>	To inform the provider worker that a child’s placement has been ended in an OHP with the Service Type of Out of State Placement.
<b>Description:</b>	This message is created when an Out of State placement is ended.
<b>Subject:</b>	Out of State Placement Ending
<b>To:</b>	Primary worker assigned to the provider where the child has just been placed, as well as any worker with a Job Class of ICPC specialist that also has an assignment to the case.
<b>Message:</b>	<p>A service for {CHILD_NAME_CHILD_ID} with provider {PRVD_NAME_PRVD_ID} was ended on {EPISODE_DT_END} with a reason of: {SRVC_END_RSN}.</p> <p>Please see the {CASE_NAME_AND_CASE_NUM} case for more information.</p>
<b>Processing:</b>	<ul style="list-style-type: none"> <li>“Upon successful save of the “Service Ending” page the “Out of State Placement has been ended” automated message will be triggered when the following is true: <ul style="list-style-type: none"> <li>The save indicates the Service Ending has final approval and the Out of Home Placement has a Service Type that belongs to the new reference group of ‘ICPCOOST’</li> </ul> </li> </ul>

**Final Placement Closure Date Has Been Completed**

<b>Title</b>	Final Placement Closure Date Has Been Completed
<b>Purpose:</b>	To inform of a placement closure date completed for the ICPC Record
<b>Description:</b>	N/A
<b>Subject:</b>	Final Placement Closure Date has been completed
<b>To:</b>	To all ICPC workers assigned to the case with an assignment type of ICPC associated with the ICPC Record being updated.
<b>Message:</b>	A final placement closure date has been completed for [child name], DOB [DOB], in the [Case name] [(ID)].case.
<b>Processing:</b>	This message is created when user enters date into “Final Placement Closure” field on the ICPC Record and saves the changes